



## Family Routes Study: Growing up in adoptive and Special Guardianship families

### Privacy Notice

#### About the study

The Department for Education (DfE) has commissioned Ecorys UK, in collaboration with The Rees Centre at the University of Oxford and Ipsos and to carry out a research project about the needs, experiences and outcomes for children and young people leaving care permanently on Adoption Orders and Special Guardianship Orders.

The study will begin with a pilot of the research in West Yorkshire. The pilot will test the research process with eligible families (adults and children / young people) to understand the best way to gather information about their needs, experiences and outcomes. The pilot findings will inform the mainstage national study.

For the purposes of data protection legislation, the DfE is the data controller for the personal data processed as part of this research. Ecorys UK and its sub-contractors are the data processors.

#### How we will use your information

- Registering to take part in the study and then participating in a survey or interview is entirely voluntary and any answers are given with your consent.
- Ecorys UK will keep your personal data and responses in strict confidence in accordance with this Privacy Policy and you will not be identifiable in any published results.
- Ecorys UK will use your personal data and responses solely for research purposes, which will be presented as anonymous research findings and learning for the DfE. Reports and the findings may be published on the DfE website.

# FAMILY ROUTES

## **The nature of your personal data we will be using**

The categories of your personal data that we will be using for this project are:

- Your personal contact data as appropriate such as: name, email address, telephone number.
- Your survey and/or interview responses.
- Your responses may include data considered sensitive, such as your personal characteristics, sex, ethnicity and family composition.

## **Why our use of your personal data is lawful**

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this project, the relevant condition is:

- Article 6(1)(e) Public Task, the processing is necessary for the organisation to perform a task in the public interest or for the organisation's official functions, and the task or function has a clear basis in law.

## **Who will we make your personal data available to?**

We will only share your data with the Ecorys UK, and their sub-contractors the Rees Centre at the University of Oxford and Ipsos.

## **How long we will keep your personal data?**

- Ecorys UK, and its sub-contractors, will only retain your data in a way that can identify you for as long as is necessary to support the research project and findings. This will be no longer than the end of the research contract, at which point they will be destroyed by Ecorys and its sub-contractors. At the end of this project, all personal data will be transferred securely to the DfE.
- Your personal details used to invite you to take part in this research study will be securely deleted from our systems once the study and any quality control checks are complete; this is usually carried out within three months of project close.

# FAMILY ROUTES

- The project is scheduled to close by the end of September 2028.
- Please note that, under Data Protection legislation, and in compliance with the relevant data processing conditions, the DfE can lawfully keep personal data processed purely for research and statistical purposes indefinitely.

## Your data protection rights

- More information about how the DfE handles personal information is published here: <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>
- Under the Data Protection Act 2018, you are entitled to ask if we hold information relating to you and ask for a copy, by making a 'subject access request'.
- For further information about how to request your data, please use the 'contact form' in the Personal Information Charter at <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter> under the 'How to find out what personal information we hold about you' section.
- If you need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>. Further information about your data protection rights appears on the Information Commissioner's website at: [Individual rights | ICO](#)

## Contact information

- If you have any questions about how your personal information will be used, please contact us at <https://www.gov.uk/contact-dfe> and enter DPIA 466 as a reference.
- For the Data Protection Officer (DPO) please contact us via gov.uk and mark it for the attention of the 'DPO'.
- You can also contact the project director at Ecorys: [Rachel.Blades@ecorys.com](mailto:Rachel.Blades@ecorys.com)

## Last updated

- We may need to update this privacy notice periodically, so we recommend that you revisit this information from time to time. This version was last updated on 04/01/2023.